

...March 11...., 1991

162859



From the desk of: Carol Hemington/GRA

To: Laura Lombardo/NJSB-II

Laura -

We have received the attached Superfund Technical Assistance Grant (TAG) application for the Sheildalloy site from the Stop Toxic Organic Pollution - "STOP" group. This application is provided to you for your review - I have also provided some guidance materials to assist you, and two checklists that you need to fill out. Please send your completed checklists to me; Lillian Johnson and our office also perform reviews.

After the reviews are completed, we will let you know if any additional information is needed from the applicant. Depending on the amount of information that may be needed, we will either contact the applicant by phone or prepare a letter to them. In either case, we will coordinate with you first. Once the application is determined to be acceptable, the next step will be for you to prepare an award recommendation memo from your branch chief to ours. I have examples, if you would like one.

If you have any questions, please call me or Marilyn Fast at Ext. 9860.

- Carol

Attachment

cc: R. Basso